

ETHICS TRAINING CERTIFICATION

I, _____ (PLEASE **PRINT** YOUR NAME), of _____ (Office and Office Code, i.e., Alturas FO/CA-320), certify that I have received a minimum of 1-hour of Ethics Training for calendar year **2006**. I understand the ethics concepts and principles presented during this training. I know that I can contact my Assistant Ethics Counselor by telephone, email, or in person with questions about this training or other ethics inquiries.

Date of the training: _____

Type of training taken (please give some specificity, such as which satellite broadcast you watched, which computer-based training modules you used, what ethics subjects you read about, etc.):

_____ Satellite broadcast

_____ Videotape

_____ Computer based training modules

_____ Live classroom training

_____ Read ethics materials

Notes regarding the type of training taken:

Who was the training instructor? (if known) _____

Please return this Ethics Training Certificate to **Deb Smith**, your servicing Assistant Ethics Counselor, Human Resource Services Office, **CA-945**, by no later than **November 6, 2006**. You may contact Ms. Smith at (916) 978-4477.

Training Announcement - DOI Ethics Satellite Broadcast

Date: June 8, 2006

Time: 10:00 – 11:30 am

Title: DOI Ethics Annual Training

Target audience: This is required training for all DOI employees who are required to file a financial disclosure statement. Any DOI employee is encouraged to participate.

Description: This interactive training session will be a comprehensive review of the Conflict of Interest Statutes, Executive Order 12674 and prohibited and allowed political activity by Federal workers (Hatch Act) that apply to all DOI employees.

Participant Guide: A broadcast participant guide and links to other resources will be posted at: <http://www.doi.gov/ethics>

Locations for Viewing in the California State Office:

C-band satellite coordinates for BLM and other c-band downlink sites are below and will be posted at: http://distancelearning.fws.gov/sch_events.htm

This training broadcast will originate from the National Conservation Training Center, Shepherdstown, WV. Ethics specialists Hale Hawbecker and Matt Costello will be the DOI instructors presenting this training. All DOI employees, especially managers, are encouraged to take this satellite workshop. Ethics training credit will be given to all employees who attend.

Please pass this information on to appropriate staff, reserve viewing rooms and record to tape as needed.

Attachment 2-1

BLM Satellite Network Broadcast Announcement
June 8, 2006

NTC-TV

U.S Department of the Interior Ethics Training Series
Conflict of Interest Statutes, Executive Order 12674
and Political Activity (Hatch Act)

C-Band Analog Satellite Downlink Information

Transmission Type	Satellite	Orbital Location	Transponder	Polarity	Downlink Frequency
C-Band	Galaxy 3 or 'G-3'	95 Degrees West	24	Vertical	4180 MHz

C-Band Satellite Help Hot Line - (602) 906-5629

For help with C-Band reception problems. (Day of the Broadcast Only)

Broadcast Schedule – June 8th

NOTE: All times are Eastern Daylight Time (EDT). To verify broadcast times for your location consult the time zone reference chart below.

12:30 am - 1:00 pm - Test Signal

1:00 pm - 2:30 pm – DOI Ethics Telecast

Time Zone Reference

<u>City</u>	<u>Test Signal</u>	<u>Program Starts</u>	<u>Program Ends</u>
Alaska Daylight Time	8:30 am	9:00 am	10:30 am
Pacific Daylight Time (Arizona Time)	9:30 am	10:00 am	11:30 am
Mountain Daylight Time	10:30 am	11:00 am	12:30 pm
Central Daylight Time	11:30 am	12:00 Noon	1:30 pm